

MINUTES FOR THE May 11, 2017, BOARD MEETING OF THE SUPERVISORS FOR THE CLAY SOIL & WATER CONSERVATION DISTRICT, HELD AT THE DISTRICT OFFICE, MOORHEAD, MN.

The meeting was called to order by Supervisor Krabbenhoft at 4:00 p.m.

ROLL CALL: Members present: Paul Krabbenhoft, Chairperson
 Joel Hildebrandt, Vice Chairperson
 Carol Schoff, Treasurer
 Richard Menholt, Reporter

 Others present: Kevin Kassenborg, District Manager
 Lynn Foss, Water Resource Management Technician
 Gabe Foltz, District Technician/ CAI
 Craig Halverson, District Technician/ CFO
 Amanda Lewis, District Coordinator
 Tony Nelson, PF Biologist
 Jim Haney, County Commissioner
 Sharon Lean, District Conservationist

 Absent: Sharon Askelson, WRWD Manager
 Randy Schellack, Secretary

The Pledge of Allegiance was recited.

APPROVE AGENDA:

M/S/P, Schoff/Menholt, to approve the May agenda. Motion carried.

Meeting and mileage forms completed by Supervisors.

SECRETARY'S REPORT:

A draft copy of the April 13, 2017, meeting minutes was emailed to the Supervisors prior to the May meeting.

M/S/P, Schoff/Menholt, to approve the April 13, 2017 minutes. Motion carried.

TREASURER'S REPORT:

Mandy discussed the financials.

M/S/P, Schoff/Menholt, to approve the Treasurer's Report. Motion carried.

APPROVE STATE COST SHARE CONTRACT REQUESTING ASSISTANCE:

First Congregational Church C/S 17-1 requesting assistance for a raingarden in the amount of \$1,702.00

M/S/P, Schoff/Menholt, to approve the above CS contract for assistance. Motion carried.

APPROVE STATE COST SHARE CONTRACTS REQUESTING PAYMENT:

Clay County Landfill C/S 16-01 for a field windbreak in the amount of \$1,400.00

D. Syverson C/S 16-05 for a field windbreak in the amount of \$1,814.00

J. Rickford C/S 16-07 for a field windbreak in the amount of \$1,919.00

L. Bentley C/S 16-10 for a field windbreak in the amount of \$1,318.00

D. Green C/S 16-11 for a field windbreak in the amount of \$896.00

M/S/P, Schoff/Menholt, to approve the above CS contracts for payment. Motion carried.

LOCAL PARTNERS AGREEMENT FY 18- SWCD and PHEASANTS FOREVER:

Kevin discussed the agreement. The agreement will be split between NRCS and the SWCD. SWCD will supply the match portion of the funds for the agreement.

M/S/P, Schoff/Menholt, to approve the above mentioned agreement. Motion carried.

APPROVE VOUCHERS PAID:

The list of vouchers from Elect #17-22-17-30 and #19281-19323 was reviewed and credit given to have been paid by due date.

M/S/P, Schoff/Menholt, to approve the vouchers that had been paid as listed. Motion carried.

Joel Hildebrandt arrived to the meeting at 4:20 pm.

NRCS ITEMS: See attached copy of Sharon's report.

COUNTY LOCAL WATER MANAGEMENT PLAN:

Lynn discussed the Local Water Management plan. Lynn stated that the plan has been adopted by the County and the SWCD Board. It was then sent to BWSR where it was signed on May 9.

MASWCD LEGISLATIVE ACTION ALERT:

Paul discussed that the actions intent was to raise awareness for the \$22 million in Capacity Funding and how this money has helped increase the District's capacity. Discussion held on where the funds will come from in the future.

REVISED RIM MASTER JOINT POWERS AGREEMENT:

Kevin discussed the agreement. There has been questions on the wordage of the original agreement with SWCD's not having a way to opt out of the agreement if need be. Dave Rickert, BWSR, was contacted on these concerns and the agreement wordage was changed to give SWCD's the option of terminating with 30 day notice.

M/S/P, Menholt/Schoff, to approve signing the above revised agreement. Motion carried.

BUFFER INITIATIVE:

Gabe stated that the new buffer map was released with removal of some of the watercourses that were originally on the PWI map. There was discussion held on alternative practices and areas of concern where there is no defined bank. Gabe discussed the other watercourses and the map that he has produced so far. He will have a completed map for the other watercourses at next month's Board meeting.

NITRATE TESTING PROJECT:

Lynn stated that he received a landowner mailing list with about 600 names on it. Post cards will be sent out the week of May 15 with the test following. There are 11 townships that are involved with the testing program.

U OF M TILLAGE TRANSECT PROJECT:

Kevin stated that there are 307 sites that need to be reviewed. There was a postcard sent out to landowners requesting them to contact us if they decline participation in the program. There has been 5 that have declined participation. Kevin discussed the process for the project.

RESOLUTIONS:

There was discussion on the resolutions and the process. There are no resolutions at this time.

OFFICE SPACE:

Kevin discussed the floor plan with the new square footage and the rates that would apply to it that were sent to him from Ron Carlsen, building owner. Ron would like a 10 year lease at the new rates.

M/S/P, Schoff/Hildebrandt, to accept the Square footage and rates presented by Ron. Motion carried.

LOCAL COMPUTER SERVER:

Kevin stated that there would be a meeting held at Lakes Country Service Coop on May 21 to discuss an Area wide server.

SWCD/NRCS COOPERATIVE WORKING & OPERATIONAL AGREEMENT TRAINING:

Kevin stated that he and Sharon will attend a training session with the Districts and NRCS to discuss the process for the Cooperative Working & Operational Agreements.

CREP:

Tony stated that the sign up would begin on May 15th with a training session being held on May 12. Tony discussed the program. There was a joint training held on May 4 with FSA and NRCS that he attended.

PURCHASE OF 4-WHEELER:

There was a discussion held on the purchase of a new 4-wheeler. The current 4-wheeler is a 1998 and has started having some issues. Craig received a quote from Frontier for a Polaris 570 in the amount of \$7,497.34.

M/S/P, Hildebrandt/Menholt, to approve the purchase of the above 4-wheeler. Motion carried.

ANNUAL DEPARTMENT UPDATE TO COUNTY BOARD:

On April 18 Kevin gave a brief presentation to the County Board updating them on what the SWCD has planned for 2017.

AREA 1 MEETING- JUNE 20- UMC:

Paul stated that the Area 1 meeting will be held on June 20. He discussed some of the agenda topics and speakers. More to come.

REPORTS:

COUNTY COMMISSIONER: Commissioner Jim Haney briefly discussed some of the County's activities.

WRWD: No Report

MASWCD:

Paul talked about the Governance 101 session that will be held in the fall. He encouraged new supervisors and staff to attend the session. Paul talked about the MASWCD Leadership Institute and showed his interest in attending.

M/S/P, Schoff/Menholt, to approve Paul's registration for the 2017 MASWCD Leadership Institute. Motion carried.

CFO PROGRAM: Craig stated that Don Abars barn was approved by the County Planning Committee.

TREE UPDATE: Craig stated that we have planted 9 out of the 15 planting jobs. All but 1 has been matted so far.

NO TILL DRILL: Craig stated that there has been 412 acres seeded with the no-till drills.

URBAN CONSERVATION: Mandy discussed the current workshops that have been held. There has been 19 Clay County Residents that have attended the workshops so far. She started building Compost Tumbler rollers for purchase at the workshops. So far she has built 6 sets and sold 4. She has contacted Bill Gottenborg from Hawley Community Ed in hopes to schedule workshops in Hawley for the 2018 season. She discussed a possible Pollinator Workshop. She stated that Clay SWCD has adopted a flower bed through the City of Moorhead outside of Scheels where they plan to plant a native prairie; the city provides signage displaying Clay SWCD in the flowerbeds.

ENVIROTHON: Mandy stated that the Senior Envirothon was held on May 3 at the Prairie Wetland Center in Fergus Falls. There were 20 teams that attended. First place was Underwood with 2nd and 3rd place going to DGF Schools. Underwood is unable to attend the State Envirothon so Fergus Falls was able to attend in their place. The junior Envirothon will be October 4. In the past the board has donated \$150 per Clay County team to attend the State Envirothon.

M/S/P, Schoff/Hildebrandt, to approve donating \$150 per Clay County team to the School that attends the State Envirothon. Motion carried.

LWM/WCA: See report

PLANNING COMMISSION: No report

RRVCSA: No report

CAI UPDATE: Gabe stated that the general weed notice was in the papers on May 8. He had a meeting with Dave Overbo and Leo Splonskowski to discuss County roads that will need spraying this year. Stan Wolf, Cass County weed inspector contacted Gabe to do an inspection at a Clay County gravel pit for noxious weeds.

PF UPDATE: Tony stated that Dave Herbranson is waiting on a site visit for cultural resources for his RIM easement. The CRP process has been suspended as of May 3. Applications are still being accepted but will not be approved until further notice. He has been doing site visits for CRP eligibility and preparing seed mixes for new CRP plantings. He will continue to work on the 27 new /re-enrollment contracts that are at various stages in the process. He sent an invoice to MN WIA program for the 3 enrollments/re-enrollments.

COUNTY MANAGEMENT TEAM MEETING: Kevin stated that he was unable to attend the May meeting.

USDA LOCAL WORK GROUP: Kevin discussed the local work group. Sharon has been convening the workgroup at this time and the board is fine with that continuing.

M/S/P, Hildebrandt/Schoff, to approve continuation of having Sharon convene the work group. Motion carried.

UPCOMING EVENTS:

May 15 – CREP Sign-up begins
May 15 – Compost Tumbler Workshop- Fargo, ND
May 22-25 – Pheasants Forever National Conference – Custer SD
May 25 – Rain Barrel Workshop – West Fargo, ND
May 29 – Memorial Day – Office Closed
June 1 – Compost Tumbler Workshop – West Fargo, ND

ADDITIONAL ITEMS:

NEXT MEETING DATE: June 8, 2017 - - - 4:00 p.m.

ADJOURN: Supervisor Krabbenhoft called for a motion to adjourn the meeting.

M/S/P, Menholdt/Schoff, to adjourn the meeting at 6:45 p.m. Motion carried.

BY: Amanda Lewis
District Coordinator

Randy Schellack
Secretary

Signature after approved Date